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FISHERIES & ARD DEPARTMENT

NOTIFICATION

The 20th September, 2025

No.14664–FARD-VE2-13V-0017/2023/FARD. – The job chart of Veterinary Stockman, subsequently designated as Livestock Inspector was framed & issued vide letter No. 4100 (13)-CD-1., dated the 21st November, 1961 in the erstwhile Planning & Coordination (CD) Department. Earlier, the Veterinary Council of India had requested the State Government to define the minor veterinary services in accordance with section 30 of Indian Veterinary Council Act, 1984 and the judgment of Hon'ble Supreme Court of India in Civil Writ Petition No. 4 of 2005. Accordingly, the Fisheries & ARD Department revised the Job Chart of the Livestock Inspectors vide F & ARD Department Notification No. 7492-4-V-12/2008-FARD dated 12th June 2008 and it was published in the Orissa Gazette No. 26 on the 27th June 2008.

In the meantime, the Odisha Veterinary Technical Service Cadre has been restructured with the primary focus being prompt and effective delivery of veterinary services to the farming community in the State for enhancement of Livestock production and productivity. As the job of the Para- veterinarians (Odisha Veterinary Technical Services Cadre) has become more extensive and they have been entrusted with minor treatment of animals as well as schematic works , there is a need to redefine their job chart.

Now, therefore, after careful consideration, the State Government in Fisheries & ARD Department have been pleased to revise the job chart for all posts under Odisha Veterinary Technical Service Cadre as follows, namely:–

Job Chart of Livestock Inspector (LI)

The Livestock Inspectors (Lis) are grass root level workers of the ARD Department, posted at Gram Panchayat level. They directly deal with animal owners and act as extension agents for animal health care and husbandry services. The job & responsibilities of Livestock Inspector in Livestock Aid Centres (LAC) are as follows. :

1. Assist in handling and restraining animals during treatment and examination procedures.
2. Treat sick animals and birds in clinical cases under the supervision of a Veterinary Doctor.
3. Conduct minor clinical procedures such as abscess drainage, hematoma management and wound care.
4. Examine faecal samples through microscope; dispense prescribed anthelmintic. The prescription will be made by the registered veterinary practitioners selecting suitable Anthelmintic drugs which shall be dispensed by the Livestock Inspectors (LIs).
5. Attend Mobile Veterinary Units visiting the villages under their respective jurisdiction.
6. Attend disease outbreaks under the guidance of registered Veterinarians.
7. Assist Veterinarians during disease examination and surgery.
8. Administer medicines, vaccines and prescribed treatments.
9. Prepare and sterilize surgical instruments and equipment.
10. Perform vaccination, castration (Burdizzo), artificial insemination and other preliminary aid.
11. Submit reports and returns of treatments performed.
12. Educate farmers on animal health care, medication and post-treatment instructions.
13. Maintain Outpatient Register of animals treated.
14. Conduct 20 days of village/town tours each month; organize meetings to create awareness on ARD schemes, new technologies (e.g., Sex Sorted Semen, Goat AI etc) and maintain records.
15. Attend cattle shows, exhibitions, calf rallies, etc. to promote Animal Husbandry activities.
16. Work at LACs and other institutions (CDVO/SDVO offices) as required.
17. Maintain inventory of medicines, vaccines, semen straws, AI consumables, and equipment under veterinary supervision.
18. Maintain files, invoices, records, consent forms and reports.
19. Enter data related to AI, vaccination and Govt. schemes in prescribed portals/websites/applications.
20. Inspect livestock in GPs, farms, cattle sheds, and Goshalas to ensure compliance with animal health and welfare standards and report findings.

21. Visit ARD unit sites, take photographs, facilitate farmer/beneficiary applications and report scheme progress.
22. Implement fodder cultivation programmes.
23. Supervise attendants and support staff.
24. Maintain Govt. buildings and articles under LACs.
25. Assist Deputy Director/BVO/VAS/AVAS in mobilizing participation in Block-level programmes.
26. Undertake per-rectal pregnancy diagnosis avoiding ovary manipulation; refer critical cases to Veterinarians.
27. Assist in schematic works of dairy, poultry, sheep and piggery development.
28. Educate rural farmers on modern Animal Husbandry practices; motivate them to adopt productive livestock.
29. Conduct Livestock Census, Integrated Sample Survey and other survey works relating to ARD Sector.
30. Advise livestock and poultry owners on management, feeding and rearing practices.
31. Maintain correspondence and statistical reports of the institution.
32. Organize Animal Health Camps, Infertility Camps and Deworming Camps as advised by BVO/VAS.
33. Attend to stray/destitute animals and provide emergency primary services in Goshalas under veterinary supervision.
34. Facilitate organization of primary cooperatives in the ARD sector.
35. Collect samples for surveillance and surveys.
36. Provide AH scheme information to PRI members in the jurisdiction.
37. Assist in disaster/natural calamity response under veterinary supervision.
38. Perform other duties as assigned by Government from time to time.

Job Chart Livestock Technician (LT)/ Statistical Enumerator (SE)/ Poultry Extension Overseer (PEO)

1. Livestock Technician (LT)

At Veterinary Dispensary

- Provide minor treatment and first aid.
- Conduct vaccination and prophylactic measures.
- Support implementation of State/Central schemes.
- Collect and analyse data under Integrated Sample Survey Scheme & other surveys taken up by department.

- Assist in Livestock Census operations & keep livestock & poultry population data.
- Collect and dispatch biological samples to higher laboratories.
- Supervise sanitation of VD premises.
- Maintain records (Artificial insemination, inoculation, treatment etc.)
- Uploading of various data in designated web portals.
- Carry out other works as assigned by authority.

At District / Sub-divisional Veterinary Hospital

In addition to duties similar to those at the Veterinary Dispensary, the Livestock Technician at the Dist. /Sub-Divisional Veterinary Hospital shall undertake the following responsibilities.

- Assist in testing of pathological samples.
- Work as X-ray assistant, maintain log book and deliver reports.
- Receive samples from districts during outbreaks/surveillance.
- Hand over reports to farmers.
- Maintain laboratory records, reagents and instruments.
- Support implementation of schemes under Deputy Director/VAS/ VAS (MVU) & others superior authority.
- Perform other works as assigned.

At Animal Disease Research Institute (ADRI) / Diagnostic Institutes (DDL, CIL, SVL)/ SAFL

- Receive biological/clinical samples from districts.
- Log, track and prepare samples for testing and dispatch.
- Prepare reagents and assist in diagnostic investigations.
- Maintain records of tests, results and laboratory instruments.
- Dispatch reports after analysis.
- Ensure communication with districts regarding reports.
- Serve as stock/store in-charge, maintain laboratory inventory.
- Oversee biomedical waste management.
- Perform other duties as directed.

NB: - The Livestock Technicians shall be posted at Veterinary Dispensaries in the districts. They will be posted / allowed to work at LACs as and when required taking into the vacancy position at LACs in exigency of public work and field requirement by the CDVOs. They shall perform their duties at LACs as per the Job Chart prescribed for the Livestock Inspectors along with instruction of the Deputy Director & BVO.

At Breeding & Production Farms (BBR & BM, Duck Breeding Farm, Gosadan etc.)

- Assist Farm manager in management of feeding, disease control, waste, labour, machinery and general farm operations.
- Provide treatment/vaccination under supervision.
- Feed and exercise breeding bulls/ducks.
- Maintain registers, reports, and returns of farm/Gosala activities.
- Sell farm produce.
- Ensure humane handling and animal welfare as per PCA Act/SAWB/AWBI guidelines.
- Guide caretakers on health, hygiene, and nutrition.
- Assist veterinarians during emergencies.
- Perform other works as assigned.

At Frozen Semen Bank (FSB)

- Collection of semen.
- Care, feeding and exercise of bulls.
- Provide first aid treatment and vaccination to breeding stock under supervision.
- Maintain laboratory registers and reagents.
- Assist in surveillance and collection of samples.
- Ensure sanitization of bull sheds collection arena and biosecurity.
- Perform other works as directed.

At Odisha Biological Product Institute (OBPI)

- Assist in preparation of culture media for vaccine production under GMP norms.
- Collect and process samples during vaccine production.
- Handle and prepare animals for safety, potency and challenge studies.
- Support QC laboratory activities including testing and documentation.
- Assist virology laboratory in vaccine production.
- Maintain logbooks for equipment during each batch.
- Maintain and clean laboratory instruments.
- Support research officers in experiments and data collection.
- Undertake other duties as assigned.

2. Statistical Enumerator (SE)

- Collect and analyse data under Integrated Sample Survey Programme & other surveys conducted by department.

- Assist in Livestock Census.
- Collect and dispatch of samples to higher laboratories.
- Perform other works as assigned.

3. Poultry Extension Overseer (PEO)

- Assist in management of State Poultry Breeding Farms (feeding, hatchery, disease, waste, litter, labour, machinery, general operations).
- Maintain records of farm operations.
- Sell farm produce.
- Perform other works as assigned.

Job Chart of Junior Livestock Extension Overseer (Jr. LEO)

- Carry out extension work under the supervision of the respective SDVO.
- Maintain stock and store at the SDVO office.
- Maintain registers related to reproduction, disease control etc. under SDVO supervision.
- Prepare the Monthly Progress Report (MPR) of the SDVO office.
- For those posted at the Directorate shall maintain stock and store of medicines, equipment, etc. at the Central Store, ADRI, Phulnakhara.
- Perform other duties as assigned by the Authority.

Job Chart of Senior Livestock Extension Overseer (Sr. LEO)

- Carry out extension work under the supervision of the CDVO.
- Maintain stock and store at CDVO office.
- Assist ADVO (Livestock Production), ADVO (Disease Control) and ADVO (Animal Welfare) as required .
- Prepare the Monthly Progress Report (MPR) of the CDVO office.
- Perform other duties as assigned by the Authority.

By Order of the Governor
S.K. VASHISHTH
Principal Secretary to Government

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